Executive Rei

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2 4 SEP 1981

MEMORANDUM FOR: Deputy Director of Central Intelligence

THROUGH

: Comptroller

FROM

: James N. Glerum

Director of Personnel

SUBJECT

: Resource Requirement for Increased Agency

Recruitment

- 1. Action Requested: That you authorize the Offices of Personnel, Medical Services, and Security to staff at over-strength levels in FY82 against the recruitment and processing of applicants to bring the Agency on-duty strength to the increased FY82 and proposed FY83 personnel ceilings, and that you also approve additional funds for the increased recruitment effort. (U)
- To meet our ceiling needs for this and the next two fiscal years, a sizable increase in new employees is required.

FY		•	Ceilin	g Increase	New Employees			
1981			Г		4		7	
1982							ľ	
1983			• .					
•	-		•				1	

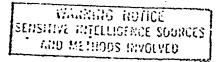
To meet this increase in recruitment and processing and to maintain the higher Agency ceiling level against a projected 7% attrition, we will need additional permanent staff plus temporary authority to go over-strength.

(S)

## Office of Personnel

To date, OP has added people over the FY81 ceiling to expand and accelerate the applicant recruitment and processing systems. No additional recruitment positions are included in the FY82 budget. At the peak of the recruitment surge in FY82, the over-ceiling requirement will increase to of the additional positions are in the proposed FY83 budget package and we plan to reassess the need for additional personnel based on the results of our earlier recruitment efforts and anticipated greater efficiency that could reduce our manpower needs.

25X1



SECRET

OP positions dedicated to recruitment and processing: 1981 Current 1982 1983 1983 Authorized Staffing Needed Program Needed OP shortfalls in non-personal services are as follows: 1982 1982 -1981 Need 1982 Shortfall 1983 Estimate High Low Budget Low High Program Advertising 25X1 Invitee Travel Recruiter Travel & Misc Exp The estimated shortfall of funds for FY82 is based on the hiring cost of new employees for FY81 against the increased recruitment for FY82. The lower estimated cost for invitee travel and recruiter travel is . based on a possible reduction in applicant travel resulting from improved up-front screening plus a 30% savings in air travel to be achieved by using new low rates available between certain cities. Office of Medical Services

In order to meet the additional psychological testing and psychiatric evaluation requirements, OMS expects that it will need to exceed ceiling by in EY82 pending approval of their EY83 enhancement. When the increased requirements are met, OMS plans to retain positions on a 25X1 permanent basis in order to provide future support for Validation Assessment studies and for DDO operations.

25X1

OMS positions dedicated to applicant processing:

1981	Current	1982	1983	. 1983
Authorized	Staffing	Needed	Program	<u>Needed</u>

2

## Approved For sease 2005/08/02 GIA-RDP84B00890 00600090008-7

OMS shortfalls in non-personal services funds are as follows:

· · · · · · · · · · · · · · · · · · ·	1981 Estimate	1982 <u>Need</u>	1982 Budget	1982 Shortfall	1983 Program		e e e e e e e e e e e e e e e e e e e
Contract Services							25X1
Supplies & Equipment (S)						;	*
	of Security					· <b>*</b> *	25V1
positions until	their FY83	budget	increase o	eed to exceed of position position position at a staff	ns becomes		25X1 25X1
date to enhance become shortcha	ement of the	ir reinv	vestigative	e program that			
OS positio	ons dedicated	d to the	applicant	: process:			
1981 Authorized	Current Staffing		1982 Needed	1983 <u>Program</u>	1983 <u>Neede</u>		
				· · · · · · · · · · · · · · · · · · ·			25X1
The OS sho	rtfall in n	on-perso	nal servic	ces is as fol	lows:		
	1981 Estimate	1982 Need	1982 Budget	1982 Shortfall	1983 Program		
Investigator Travel (S)		2000	and the second s			The state of the s	25X1
6. In sum Security requir to fulfill anti	ce over-ceil	ing auth	hority and	additional f	inancial re	sources	
7. Recommaggregate over- the Comptroller build-up of Age	strength le	vels of an funds	for FY8	that you app 82 and that y for FY8			25X1 25X1
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7s/ James N. Glerum

James N. Glerum

SUBJECT: Resource Requirement for Increased Agency Recruitment

APPROVED:

Deputy Director of Central Intelligence

Date

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25X1

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